



Job Posting: Seeking a Press Intern

The Office of Congresswoman Gwen Moore (WI-04) is seeking a press intern to assist with a fast-paced communications operation for Fall 2018. Qualified candidates will have strong writing, editing, event planning, social media, graphic design, and photography skills, and be able to work on tight deadlines. Selected candidate will also be expected to perform standard administrative duties.

Intern responsibilities include:

- * Social media content development
- * Event photography
- * Compiling press clips
- * Clipping videos
- * Creating graphics
- * Drafting press releases
- * Answering phones

Interested applicants should email a cover letter, resume, a 1-3 page writing sample, and dates of availability to GwenMoorePress.Moore@mail.house.gov with "Press Internship" in the subject field.
